



## Information for BTSA Induction Programs Considering Not Operating in 2009-10

BTSA Induction Programs are Commission on Teacher Credentialing approved educator preparation programs. **All educator preparation programs have a responsibility to candidates who have been accepted to the approved program: to allow candidates to complete the program or to work with candidates to transition to another approved program.** All approved educator preparation programs must participate in the Commission's accreditation system. Induction programs are moving into the accreditation system as of July 1, 2009. The information below is a synopsis of the program approval options under the Commission's accreditation system. Additional information can be found in the Accreditation Handbook: <http://www.ctc.ca.gov/educator-prep/accred-handbook/AH-Chapter-03.doc>.

An approved educator preparation program that is considering not operating in any given year has three status options to consider: *Withdrawal, Inactive, Accept no new candidates*.

### **Withdrawal of an approved educator program**

An approved educator preparation program may request withdrawal of approval of the program. The request for withdrawal is submitted by the LEA to the Committee on Accreditation (COA). This request goes before the COA at the next meeting following the receipt of the request to withdraw the program. A letter of notification is sent to the superintendent of the local education agency (LEA) once the COA action has been taken. The program must allow current candidates to complete the program or support the candidates to transition to another approved program.

When an approved program is withdrawn, the program may not:

- accept candidates
- provide a program or
- recommend candidates for clear credentials, unless the candidate completed the program before it was withdrawn.

In addition the withdrawn program will not participate in the Commission's accreditation system. If the LEA decides that it would like to offer an approved Induction program again, the LEA would need to submit a program narrative with evidence for review as a new proposed program. **An LEA which has withdrawn its induction program, may not resubmit a proposal for review and approval for a minimum of two years after the COA withdrawal action was taken.**

If an LEA has withdrawn its induction program, the employer needs to sign the *Verification of Unavailability of a Commission-Approved Induction Program* (CL 855) that states that induction is not available to the newly credentialed teacher.

### **Declaration that an approved educator program intends to be “Inactive”**

An approved educator preparation program sponsor may decide that its approved induction program is going to be “inactive.” The LEA submits a letter to the COA declaring that the program intends to deactivate itself and allow current participants to complete the program. A report that the program has been declared inactive is provided to the COA at its next meeting. A letter will be sent to the superintendent of the LEA confirming the change in program status. The program must allow current candidates to complete the program or support the candidates to transition to another approved program.

Once an approved program is declared inactive, the program may not:

- accept candidates
- provide a program, except to those candidates who were in the program before it was deemed “inactive”, or
- recommend candidates for clear credentials, except those candidates who were in the program before it was deemed “inactive,” once they complete the program.

The program may be asked to participate in the Commission’s accreditation system depending on the part of the accreditation cycle the sponsor is in. **To re-activate an inactive program, the sponsor must request that the COA reactivate the program. Depending on the length of time the program has been inactive, the COA might (a) approve the request, (b) require the program to attend a COA meeting and present information about reactivating the program, or (c) require the sponsor to submit a new program narrative and complete the initial approval process.**

If an LEA has inactivated its induction program, the employer needs to sign the *Verification of Unavailability of a Commission-Approved Induction Program* (CL 855) that states that induction is not available to the newly credentialed teacher.

### **An approved program no longer accepts no new candidates**

The approved educator preparation program sponsor may elect to not accept new candidates into its program but must allow the current candidates to complete the program. A program does not need to notify the COA about this decision. The program must allow current candidates to complete the program or support the candidates to transition to another approved program.

The program may recommend for clear credentials only those candidates who were in the program from the prior year and complete the program. **The program will continue to participate in the Commission’s accreditation system.** There is no need to reactivate or resubmit the program since the program is still an approved educator preparation program. The approved program would be able to accept new candidates once the LEA decides to offer the program to additional beginning teachers.

If an LEA is not accepting additional candidates into its induction program, the employer needs to sign the *Verification of Unavailability of a Commission-Approved Induction Program* (CL 855) that states that induction is not available to the newly credentialed teacher.